



**State of Hawaii
Department of Health
Clean Water Branch**

**Do NOT submit
this document.**

Guidelines for CWB-NOC Form

**Guidelines for Notice of Cessation for Hawaii Administrative Rules,
Chapter 11-55, National Pollutant Discharge Elimination System
(NPDES) Notice of General Permit Coverage (NGPC)**

1. NGPC Information

Enter the existing NGPC File Number assigned to the facility or site identified in Item 5. If you do not know the NGPC number, contact the CWB.

Fill in the date that the discharge and/or activity ceased.

2. Owner Information

The owner is the organization or persons who own the activity or facility, not necessarily the owner of the land. The acknowledgment of receipt of the NOC will be sent to the mailing address provided in this item. Include Contact person information.

3. Owner Type

If "Other" is checked, indicate the category type or types of the owner.

4. Operator Information

The operator is the organization or person who manages the daily activities at the facility and/or project (i.e., general contractor, etc.)

5. Facility/Site Location Information

Enter the facility's or site's official or legal name and complete mailing and street address, including city, state and ZIP code.

6. Certification

The person certifying this CWB-NOC Form must meet one of the descriptions and be employed by the owner listed in Item 1.

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasure, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or proprietor, respectively;

For a municipal, State, Federal, or other public agency: by either a principal executive officer or ranking elected official;

For a trust: by a trustee

The duly authorized representative is not authorized to submit or sign this form.